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UNITED STATES GOVERNMENT

Memorandum

TO : Director of Basic and Geographic Intelligence

DATE: 8 June 1970

FROM : Deputy Chief, Cartography Division, OBGI

SUBJECT: Anticipated Increase in OSR's Requirements for
Graphic Support

1. Senior personnel in OSR are strong advocates of good graphics for both published reports and briefings. Communications between OSR and CD/BGI have been excellent and when matters of OSR production are discussed a representative from CD/BGI has routinely been invited. I have instructed [REDACTED] in his capacity as Production Control Officer in the Cartography Division, to attend these OSR production meetings. OSR has previously asked a representative of CD/BGI to discuss the use of effective graphics with OSR Branch Chiefs in two semi-formal seminars. CD/BGI complied with this request.

25X1A9a 2. On 2 June 1970 [REDACTED] met with [REDACTED] SAS to D/OSR, 25X1A9a and [REDACTED] Chief of OSR's Production Staff, and it was determined that the rate of OSR production has, heretofore, been effectively controlled by three checkpoints: CD/BGI production resources; the Special Assistant to D/OSR who reviews all OSR IM's and IR's; and the OSR Production Staff. A relative balance among these three factors has permitted projects to be released to PSD without any serious delays. However, two recent developments in the OSR staffing pattern have brought about an imbalance in the system and threatens to make CD/BGI a bottleneck. The developments are (a) OSR has strengthened its review capabilities by creating several "Senior Analyst" positions, and (b) the OSR Production Staff has been augmented with an additional full-time typist. By these means OSR expects to raise its production capability to 8 to 10 IR's and IM's per month, as compared to four per month during the past 2 years. (See charts prepared by OSR showing Cumulative Production for FY 1968-70)

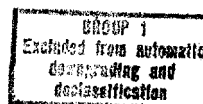
3. As mentioned in D/OSR's memo to you (19 May 1970), OSR requests on the Cartography Division have been heavy. Because of classification most of the work was done in CD/X. During the past 18 months, CD/BGI has devoted $2\frac{1}{2}$ to $4\frac{1}{2}$ man-months each month to OSR support, not all of which was related to hard copy IR's and IM's. Considerable man-hours were devoted to ADP analytical support and the preparation of briefing aids. By comparison this represents more man-hours than were devoted to OER, OSI, ONE and the Dept. of State, but less than to OCI.

4. As noted before the vast majority of OSR requirements are levied against CD/X because of classification. This Branch will not be able to



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double OSR production support as implied in the production schedule of 40 plus IM's and IR's over the next several months. (See the attached Weekly Production Report, 25 May - 1 June 1970). It should be noted that so far as NIE requirements are concerned, it is not clear at this time whether ONE or OSR will generate graphic requirements for the "Military Estimates." In either case they will have an impact on CD/X.

5. The consolidation of the Cartography Division into an All-Source area on the ground floor will help alleviate the problem by spreading the Code-word workload throughout the entire Division. Relative priorities can then be set for the Division as a whole and, if warranted by the urgency of the requirement, sufficient resources can be allocated to OSR requests to meet the demand. Considering the announced and anticipated resignations, CD/X will be down in strength and will not be able to keep pace with OSR's wants. But I shall make every effort to conform our production capability to our requirements. If requirements surpass the saturation point, Division resources in the All-Source Center will be reviewed and an appropriate staffing pattern adjustment will be made. Overtime is not a stranger in CD/BGI and will be judiciously used to achieve hard target dates. While not the best answer, it is the only feasible way to maintain our reputation for meeting deadlines until the consolidation on the ground floor takes place.

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6. In the meantime [REDACTED] will keep in contact with [REDACTED] to spot specific production problems in advance.

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Attachments
As Stated

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